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AGENDA

EQUIPMENT BOARD

Meeting No. 6-62

DATE : 1 August 1962
TIME : 1400
PLACE : OC Conference Room
2803 Eqs. Bldg.

OLD BUSINESS

1. R&D Program for FY 1963.
The various R&D projects proposed by the FY 1963 Program have been reviewed at the last three Board meetings. At the 1 August meeting, Board action on the Program will be taken. To facilitate Board action, [REDACTED] will provide a resume of the current status of R&D projects which require FY 1963 funds.

NEW BUSINESS

None

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EQUIPMENT BOARD

GROUP 1

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MINUTES

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Meeting Number 6-62 of the Equipment Board was held on 1 August 1962 at 1400 in the OC Conference Room, 2D03 Headquarters Building. Those present were:

25X1A

DD/CO
OC-O
OC-E
OC-P
OC-E
OC-S
OC-A
~~OC-ED~~
OC-SP
OC-E
OC-T
OC-T

I. OLD BUSINESS

A. Agenda Item No. 1: Review of R&D Program for Fiscal Year 1963.

1. Introduction

This item was carried over for discussion from the last several Board meetings. In order to facilitate final Board action at the current meeting, OC-E was asked to provide the Board with a resume of the current status of R&D projects which require use of Fiscal Year 1963 funds.

2. Discussion

25X1A [redacted] opened the discussion by stating that [redacted] would 25X1A
report to the Board on the current status of R&D projects programmed for FY 1963,
25X1A after which [redacted] would review the current status of projects undertaken
in FY 62 with particular emphasis on those which might require additional funds
in FY 63.

25X1A In order to depict the current status of projects requiring FY 63 funds,
[redacted] used a display board which illustrated the status of each project.
This board listed on a horizontal line the name of the project, the type of effort
involved, i.e., development, product improvement, study, etc., money letter
designation, OC-E concurrence, OC-T liaison, and so on up to the time when the
Director's letter is written awarding the development contract. Also shown on
the board was data on the number of projects programmed for each quarter of the
fiscal year and the total dollar figure for each quarter. The key to the section
of this display which illustrates the current status of each project is the
designator identifying the money letter for the project. Since this designator
will be used on all correspondence going to Logistics concerning the project, it
will clearly identify the project being dealt with in each letter, a point not
always entirely clear in the text of these letters. In response to a query as to

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Equipment Board Minutes
Meeting No. 6-62

whether the board could be photographed at periodic intervals with copies of the photographs distributed to the members in order to keep them current on R&D progress,

25X1A

replied that photographs would be made up of the board and if they turned out all right, distribution would be made periodically to Board members. Several suggestions were made by Board members relative to improving the display, such as indicating the priority on the various projects and using a color coding system to show whether a project was behind or ahead of schedule. stated that, in his view, a listing of priority would serve no real purpose but that the color coding scheme might have some merit. There was considerable discussion of methods which might be used to alleviate the last quarter rush in awarding contracts, but it was agreed that the handicaps of single year funds under which the government operates is such that it is difficult to avoid pile-ups at the end of the fiscal year but that, nevertheless, improvement could be made.

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briefed the Board on the status of the more important projects which had either been already initiated in the current fiscal year or in previous years but would probably require some FY 63 funds. A summary of his remarks follows:

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25X1C

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1A

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Next 2 Page(s) In Document Exempt

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II. NEW BUSINESS

No new business was scheduled for this meeting.

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[Redacted Signature]

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Secretary

[Redacted Signature]

Approval

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